

Regular Meeting of the Infrastructure Committee  
Held in the Conference Room at City Hall  
June 20, 2016

Notice of this meeting was given to the public in compliance with Sections 10-15-1 through 10-15-4, NMSA 1978 and Resolution 15-56.

### **ROLL CALL**

The meeting convened at 4:00 p.m. with Chair Best presiding and Councilors Oropesa, Sanchez and Grant being present.

Staff Present: Kevin Dillon, Monica Garcia, DeAnna Phillips, Ruben Sanchez, Bill Morris, Louis Najjar and Art Torrez.

Guests Present: None

### **APPROVAL OF AGENDA and MINUTES**

Councilor Grant moved to approve the June 20, 2016 Infrastructure Committee Meeting Agenda as presented and the minutes from the May 16, 2016 and May 26, 2016 Infrastructure meetings. Councilor Sanchez was the second. A voice vote was unanimous and the motion passed.

### **NON ACTION ITEMS**

Rio Fuente Business Update: Mr. Najjar gave an update on the Rio Fuente business which is located east of Atkinson Ave, near 5<sup>th</sup> Street. This potential development is in Chaves County and would have to be annexed into the City in order for Smith Engineering to use City sewer services. Per Smith Engineering, the development is to continue with anticipated joint annexation/zoning change to be requested in the near future.

Cemetery Roads Status: Mr. Najjar discussed the cemetery roads status. The idea is to construct a concrete header curb on the outside of a cemetery road, and then build a subgrade and gravel driving surface. This would permit a durable but maintainable roadway surface, which would allow lower cost maintenance. Engineering is scheduled to design, advertise and bid this project by December 31, 2016.

CDBG Project Update: Mr. Najjar gave a CDBG project update stating the project on E. Bland is complete. The current project cost is \$607,804.11. Engineering is performing an internal audit of quantities and documentation.

City Project Highlight Updates: Mr. Najjar discussed City project highlight updates. Project development, design and construction is an ongoing process. A highlight of forefront projects going through the assembly line are typically done through the engineering department and use of architecture and engineering consultants, with construction by contractors.

Vector Control Diligence (Mosquito Watch): Mr. Najar stated that Vector Control is a function of the Chaves County Road Department involved in the control and management of mosquitoes throughout Chaves County. During the active season (April-October) they actively spray areas where mosquitoes are most active. They inspect and make recommendations to citizens to reduce or eliminate breeding areas. Quin Miller and Frank Rincon of the Roswell Streets Department diligently patrol Roswell and report all concerns to Chaves County Road Department.

Waste Water Treatment Plant Project Update: Mr. Najar gave an update on the Waste Water Treatment Plant Project. The plant had primary screw pumps which were in dire need of replacement. These four pumps were the pumps that gathered, screened and pumped all city sewer into the sewer plant. Two of the four pumps were beyond repair. The city hired HDR Engineering to design, bid and perform construction management for this project.

Easement of 3600 block North Main: Mr. Morris discussed the easement of 3600 block North Main. The vacant property is located on the east side of North Main, directly on the north side of Berrendo Creek. In 2005, the property owner of this parcel was required to provide a maintenance/access easement to the Chaves County Flood Commissioner who later turned it over to the City. The property owner has requested that the easement be removed, and staff would concur but only to the top of the bank.

### **REGULAR ITEMS (ACTION ITEMS)**

Kerr Station Valve Replacement Valves: Mr. Najar asked committee members to consider project award recommendation for ITB-16-047, Kerr Station Valve Replacements to White Cloud Pipeline in the amount of \$182,212.50. The project was advertised on May 1, 2016 and bids were opened on June 7, 2016. Five bids were received with the qualified low bidder being White Cloud Pipeline. Councilor Grant moved to send on Consent agenda award recommendation for ITB-16-047, Kerr Station Valve Replacement Valves to White Cloud Pipeline in the amount of \$182,212.50. Councilor Oropesa was the second. A voice vote was unanimous and the motion passed.

Architect selection for Roswell Convention Center Remodel: Mr. Dillon asked committee members to consider project award recommendation for contract of Design Services for the Roswell Convention Center. The project design services will not exceed \$400,000 including reimbursables and GRT. Staff recommends to award the contract of Design Services of the Roswell Convention Center to Dekker/Parrish/Sabatini. Councilor Grant moved to send on Consent agenda to award the contract for Design Services of the Roswell Convention Center to Dekker/Parrish/Sabatini. Councilor Sanchez was the second. A voice vote was unanimous and the motion passed.

Award of Economic study on old Municipal Airport: Mr. Morris discussed the Old Municipal Airport Economic Development Plan. The project was advertised on May 24, 2016 and proposals were opened on June 10, 2016. The proposals were reviewed by the Planning & Engineering Department and the qualified responder was determined for recommendation of award. This study is being funded thru a no-match grant in the amount

of \$50,000 from the NM Mortgage Finance Authority (MFA). Councilor Grant moved to send on Consent agenda to award RFP-009, Old Municipal Airport Economic Development Plan to Willdan Financial and Economic Consulting Services. Councilor Oropesa was the second. A voice vote was unanimous and the motion passed.

Recommend approval of City of Roswell Master Plan, Roswell Wayfinding Plan and RR District MRA Plan: Mr. Morris asked committee members to consider the adoption of Proposed Ordinance 16-17 which would adopt the City of Roswell Master Plan, Wayfinding Plan and the MRA Plan. The ordinance incorporates three separate but related plans. Councilor Grant had concerns regarding the plans. Mr. Morris recommended that committees review the master plan on a regular, consistent basis. The Infrastructure Committee would like for staff to include maps and other items in the packet before the City Council meeting on July 9, 2016.

### **ADJOURN**

The meeting adjourned at 5:09 p.m.